UNCLASSIFIED

Taking Care of Business

A Personal Readiness Action Plan for Soldiers and Families

Information to share with Soldiers and their Families
in conjunction with the Army video "Taking Care of Business"

What this is about…

- ☑ Having that ***hard*** conversation with those you care about and those who care about you.
- ☑ Planning for the worst…
  - Estate Planning
  - Disability Planning

Why…

- ☑ Our Wounded Soldiers and their Families let us know!
  - To ease the burden on Families, we must be proactive and plan ahead
- ☑ The survivors of our Fallen Warriors let us know!
  - Feedback from survivors told us advance planning and understanding a little about the process will help during the “fog” that sets in after a tragic loss.

The “Taking Care of Business” video…

- ☑ A broad outline of key issues military Families need to discuss before deployment and periodically.
- ☑ A reference tool to outline your own Family Readiness Plan.

Like most families, an Army Family is defined in many different ways.
It includes…

- ☑ Spouses (married or pending a divorce)
- ☑ Children (minors and adult)
- ☑ Parents (married or divorced)
- ☑ Siblings (including half, step, or adopted)
- ☑ Single parents (with or without physical custody)
- ☑ Dual-military couples
- ☑ A Soldier who is also a long-term care provider for a Wounded Warrior Soldier

Family Readiness Planning should include everyone who may have a part in making a decision in the event something happens to you.

Preparing for the unexpected starts at home at any time.

Critical topics include, but are not limited to, the following:

- ☑ The DD Form 93, Record of Emergency Data, identifies Death Gratuity and Unpaid Pay beneficiaries as well as the Person Authorized to Direct Disposition (PADD) of your remains
- ☑ Contact information for Primary and Secondary Next of Kin
- ☑ Wills and Trusts
- ☑ Powers of Attorney (General, Special, Specific, Durable, "Springing")
- ☑ Family Care Plans and guardianship of minors
- ☑ Key information for: Bank accounts, rental/mortgage papers, credit card and utility bills, as well as the location of important documents (birth certificates, marriage certificate, passports, etc.)
- ☑ Rear Detachment Support and Family Readiness Group POCs
- ☑ Available services and resources: before, during, and after deployment

Personal Readiness Resources…

- ☑ Unit Leadership – Rear Detachment and Family Readiness Groups
- ☑ Military One Source
  - www.militaryonesource.com
- ☑ My Army Benefits
  - www.myarmybenefits.com
- ☑ The Military Health System - Tricare
  - www.tricare.mil
- ☑ The Family and Morale, Welfare and Recreation Command (FMWRC)
  - www.ArmyMWR.org
- ☑ The Army Deployment Cycle Support (DCS) Checklist (DA Form 7551)

These resources help you and your loved ones, before, during, and after a deployment. They do not, however, replace that *hard* conversation needed between you, the Soldier, and everyone who is part of your life.

Critical Steps for effective communication with our Families…

- ☑ Talk about what actions your Family member may expect in case you are wounded, ill, or injured.
  - Phone calls from the Army and the details they may/may not provide
  - Potential steps to bring a Family member to bedside (OCONUS or CONUS)
- ☑ Talk about what actions a Family member may expect in the case of your death.
  - Role of Casualty Notification Officer (CNO)
  - Role of Casualty Assistance Officer (CAO)
  - Who you have chosen as the person to direct disposition of your remains (PADD) and what the PADD's responsibilities encompass
- ☑ Ensure spouses and parents are aware of your intentions—this will reduce confusion, disappointment, and unnecessary conflict.
- ☑ Families must understand there are a variety of resources available, should they need them.

Deployment is tough…we are forced to have those *hard* conversations.

We must…

- ☑ Address the concerns covered in this brief; don't avoid these topics.
- Make important planning decisions early to minimize your Family's potential pain or anguish.
- Communicate, discuss, take action—three steps towards building a plan that will ensure your Family's goals are met.
- Have the moral courage to make it happen!